

Alpena Community College Board of Trustees
125-C Besser Technical Center, 665 Johnson Street, Alpena, MI 49707 • (989) 358-7215

Notice of Regular Meeting

Meeting Date: Thursday, June 18, 2026
Meeting Time: 6:00 p.m. closed session for president's yearly review; 7:00 p.m. regular meeting
Location of Meeting: Room 400, Charles R. Donnelly Natural Resources Center, 665 Johnson Street, Alpena, Michigan, and Online Via Webex
Date of Notice: Friday, June 12, 2026

The Alpena Community College Board of Trustees will gather for its regular monthly meeting on Thursday, June 18, 2026. The meeting will start at 6:00 p.m. and the trustees will call for a closed session to conduct the president's yearly review; the regular part of the meeting will begin at approximately 7:00 p.m. The meeting will be held in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, 665 Johnson Street, Alpena. The meeting will also be broadcast remotely via Webex videoconferencing software.

All citizens are invited to participate in the meeting either in person or remotely via phone, computer, or a video conferencing system. Participants should be aware that the meeting may be recorded.

Join from the meeting link:

<https://alpenacc.webex.com/alpenacc/j.php?MTID=mdbd3e6219fcbcb778db4ae207590e8b8>

Join by meeting number:

Meeting number (access code): 2430 648 5642

Meeting password: Fi2Pt7Ex3zg

Join from a video system or application:

Dial 24306485642@alpenacc.webex.com

You can also dial [173.243.2.68](tel:173.243.2.68) and enter your meeting number.

Join by phone:

+1-415-655-0003 US Toll

Access code: 2430 648 5642

Webex attendees are asked to mute their microphones except when speaking during public comment.

Alpena Community College provides access for individuals with disabilities. Individuals with a disability who need a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting can contact Jay Walterreit, Secretary of the Board of Trustees, at (989) 358-7215 at least one week prior to the meeting or as soon as possible.

All official proceedings and agendas are kept in the Office of the Board of Trustees, 125-C Besser Technical Center, on the Alpena campus, and can be viewed upon request between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday.



Denis "Jay" Walterreit
Secretary of the Board of Trustees

REGULAR MEETING AGENDA
ALPENA COMMUNITY COLLEGE BOARD OF TRUSTEES
Thursday, June 18, 2026, 6:00 p.m. closed session; 7:00 p.m. regular meeting
400 Donnelly Natural Resources Center, 665 Johnson Street, Alpena, MI 49707

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Approval of Agenda
- 4) Approval of the Proposed Minutes of the May 21, 2026, Regular Meeting
- 5) Introduction of Guests and Public Comment
- 6) Communication(s)
- 7) Board Member and Subcommittee Reports
- 8) Student Report
- 9) Faculty Report
- 10) President’s Report
- 11) Action Items

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- 12) Information Items

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- 13) Board Discussion
- 14) New Business
- 15) Suggested Future Agenda Items
- 16) Next Regular Meeting: Tuesday, August 18, 2026, 7:00 p.m. The meeting is scheduled to be held in person in Room 400 of the Charles R. Donnelly Natural Resources Center.
- 17) Adjournment

2.990 Fiscal Year 2027 Proposed Budget

General Operating Fund

The General Operating Fund provides the resources necessary to support the College's day-to-day operations. Several key economic factors influence the FY 2027 budget. State appropriations are projected at \$6,928,181, representing no increase from FY 2026 and accounting for 37.3% of total projected revenue.

Student enrollment in FY 2027 is expected to decline slightly, primarily due to the conclusion of the MCCA/MDOC grant. This follows modest growth in FY 2026, during which contact hours increased by 1.2% over FY 2025. As a result, tuition and fee revenue is projected at \$7,632,277, comprising 41.2% of total revenue.

Local property tax revenue is anticipated to increase by 4.5%. The FY 2027 property tax budget totals \$3,700,330 and requires the full utilization of the voter-approved 2.5 mill levy, adjusted to 2.4687 mills due to the Headlee Amendment rollback. This revenue source represents 19.7% of the total budget. Given current projections and funding constraints, it is expected that the full available levy will be required to sustain operations for the foreseeable future.

Pay increases for all bargaining units will be at a step, if available, as contractually obligated. The College's health care cost increases are capped at 2.9% for calendar year 2026 and 3.0% for calendar year 2027 due to continued legislative action.

Therefore, the 2026-2027 year will require continued close monitoring of the budget throughout the entire year, and adjustments may be necessary to be brought before the Board of Trustees. In addition, the College will focus on accomplishing the following objectives:

- 1) Provide an adequate schedule of course offerings to serve a projected annualized enrollment of approximately 1,800 enrollees (1,100 FYES)
- 2) Continue the assessment process of assuring the delivery of quality instruction and student services programs in preparation for the upcoming HLC reaccreditation.
- 3) Continue refinement of selected career programs to ensure that the offerings are attuned to modern technology and graduates are job-ready.
- 4) Provide more defined and focused attention to recruitment, admission, and retention activities in all areas through the marketing plan and student support services, including the ACC Foundation.
- 5) Further increase enrollments and refine services to be delivered by the Oscoda Campus that will meet the needs of Iosco County and the surrounding area.
- 6) Further implement personnel realignments to continue to improve the effectiveness of the capacity to deliver educational and support services.
- 7) Address the needs of our current and new K-12 partners and the home-schooled students for early college and dual enrollment.
- 8) Maintain and upgrade campus facilities and infrastructure while assessing the Campus Master Plan, taking into consideration the future use of the College's full 680 acres.

- 9) Continue implementing and developing other aspects of the College's strategic plan.

The various objectives specified have been identified with input from the Strategic Planning and Budgeting Committee and will be achieved through the proposed financial plan for the General Operating Fund for 2026-2027.

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget

Proposed Revenue Budget — General Operating Fund

Description	Budget 2025-2026	Proposed Budget 2026-2027
Property Taxes	\$ 3,541,050	\$ 3,700,331
Tuition/Fees	7,321,966	7,632,277
State Aid	6,928,181	6,928,181
Other	282,254	293,590
Totals	\$ 18,073,451	\$ 18,554,379

Proposed Expenditure Budget — General Operating Fund

Description	Budget 2025-2026	Proposed Budget 2026-2027
Fine Arts	\$ 363,005	\$ 380,285
Communications	982,739	892,201
Social Sciences	686,377	700,562
Mathematics	713,825	740,454
Sciences	1,053,912	1,093,927
Physical Education	16,194	17,092
Health Education	3,852	4,066
Business	325,106	352,430
Data Processing / Computer Science	271,065	223,419
Secretarial & Office	93,957	97,118
Law Enforcement / Public Service	175,906	199,527
Media Production Technology	0	0
Design Technology	191,800	107,154
Mechanical Trades & Service Technology	508,210	519,590
Construction Trades Technology	318,017	338,172
Electrical & Electronic Trades	1,000,563	997,018
Apprenticeship Instruction	40,240	36,420

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget

Proposed Expenditure Budget — General Operating Fund, Continued

Description	Budget 2025-2026	Proposed Budget 2026-2027
Marine	100,861	101,159
Electrical Bachelors	165,046	149,725
Nursing	1,215,181	1,395,931
Other Health Related	17,920	5,703
Learning Labs	1,500	1,500
Career Guidance	4,127	4,357
Library / Media Services	254,660	233,503
Off-Campus Admin. / Oscoda Campus	266,133	293,994
Instruction Administration	1,170,940	1,166,914
Student Services	226,870	230,167
Financial Aid	574,780	593,139
Admissions / Records	775,675	788,042
Data Processing	1,400,922	1,367,551
General Administration	507,568	517,702
Word Processing and Copiers	27,091	27,731
Institutional Administration	1,380,309	1,446,277
Public Relations	313,513	319,698
Resource Development	312,771	386,639
Physical Plant	1,956,980	2,051,664
Transfers	655,837	773,548
Total	\$ 18,073,451	\$ 18,554,379
	Budget	Proposed
Unrestricted General Operating Fund Balance	2025-2026	2026-2027
Beginning Balance	\$ 2,964,731	\$ 2,964,731
Transfer From Fund Balance	0	0
Ending Balance	\$ 2,964,731	\$ 2,964,731

Designated Fund, 2026-2027

The Designated Fund encompasses a variety of funds that service the non-curricular activities of students, staff, and faculty. Specifically, this fund supports activities in five categories:

Athletics/Student Activities

All co-curricular activities of the institution are supported from this budget, which derives its revenue primarily from transfers from the general fund and a student services fee that the student pays upon enrolling in classes at the College. The budget provides support for a broad range of student needs, including athletics, student activities, and the Wellness Center.

Workforce Development

Workforce Development is charged with carrying out a varied array of contracted services for area business and industry. The World Center for Concrete Technology falls under its supervision.

Special Events/Staff Development

Each year the College supports a wide range of activities that enhance the capacity of our staff to be more productive and valuable employees. Additionally, the College is able to support special events to assist the College in better communicating its leadership role to the service area (e.g. Science Olympiad).

Madeline Briggs University Center

In order to provide additional educational opportunities for our graduates who wish to stay close to home, the Madeline Briggs University Center is available for partnerships with four-year institutions to offer classes on campus. It is also home to the Association of Lifelong Learners, a partner in education offering a wide variety of learning opportunities and activities for the community.

Technology

This fund is for the acquisition of new or updated technology (e.g. updating computer labs, replacing servers, VCS equipment, etc.). It also funds classroom software such as Blackboard, the College's Learning Management System. Additionally, it is used to provide Technology Improvement Fund grants to update classroom technology.

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget — Designated Fund

Athletics/Student Activities

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Fees	\$ 200,700	\$ 209,287
Gate Receipts / Miscellaneous	5,000	5,000
Fitness Wellness Center Fees	12,000	12,000
Donations	0	0
Transfers	449,131	477,299
	<hr/>	<hr/>
Total Revenues	\$ 666,831	\$ 703,586
	<hr/> <hr/>	<hr/> <hr/>

<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Administration	\$ 150,943	\$ 188,023
Men's Basketball	42,956	39,956
Women's Basketball	42,956	39,956
Women's Volleyball	22,751	25,751
Women's Softball	44,700	41,700
Baseball	44,700	48,700
Men's Cross Country	16,530	16,030
Women's Cross Country	17,030	16,530
Men's Soccer	40,600	37,600
Women's Soccer	40,600	37,600
E-Sports	7,604	7,604
Subtotal (Athletics)	471,370	499,450
	<hr/>	<hr/>
Fitness Wellness Center	185,461	194,136
Campus Activity Board	10,000	10,000
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Subtotal (Student Activities)	195,461	204,136
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Total Expenses	\$ 666,831	\$ 703,586
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ALPENA COMMUNITY COLLEGE

2026-2027 Proposed Budget — Designated Fund (Continued)

Workforce Development

	Budget 2025-2026	Proposed Budget 2026-2027
<u>Proposed Revenue Budget</u>		
Sales & Services	\$ 319,943	\$ 389,135
Facility Rental	6,000	3,000
Transfers	116,877	223,630
	<hr/>	<hr/>
Total Revenue	\$ 442,820	\$ 615,765
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	Budget 2025-2026	Proposed Budget 2026-2027
<u>Proposed Expense Budget</u>		
Wages	\$ 136,752	\$ 231,101
Fringe Benefits	62,591	89,463
Contract Services	76,799	83,646
Supplies	47,865	52,524
Travel	1,935	1,935
Transfers	116,877	157,096
	<hr/>	<hr/>
Total Expenses	\$ 442,820	\$ 615,765
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Special Events/Staff Development

	Budget 2025-2026	Proposed Budget 2026-2027
<u>Proposed Revenue Budget</u>		
Special Events - Gen. Fund Transfer	\$ 6,000	\$ 6,000
Staff Development - Gen. Fund Transfer	16,000	16,000
	<hr/>	<hr/>
Total Revenues	\$ 22,000	\$ 22,000
	<hr/>	<hr/>
	Budget 2025-2026	Proposed Budget 2026-2027
<u>Proposed Expense Budget</u>		
Special Events - Supplies / Awards	\$ 6,000	\$ 6,000
Staff Development - Workshops / Grants	16,000	16,000
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Total Expenses	\$ 22,000	\$ 22,000
	<hr/>	<hr/>

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget — Designated Fund (Continued)

Madeline Briggs University Center

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Sales and Service	\$ 1,700	\$ 1,700
Transfer	3,400	3,400
Total Revenues	\$ 5,100	\$ 5,100
<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Other	\$ 5,100	\$ 5,100
Transfer	0	0
Total Expenses	\$ 5,100	\$ 5,100

Technology

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Technology Fee	\$ 243,102	\$ 246,987
<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Transfer	0	3,885
Equipment and Services	243,102	243,102
	\$ 243,102	\$ 246,987
<u>TOTAL DESIGNATED FUND</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Revenue	\$ 1,379,853	\$ 1,593,438
Expense	\$ 1,379,853	\$ 1,593,438

Auxiliary Enterprises Fund, 2026-2027

The Auxiliary Enterprises Fund consists of those activities that directly generates revenue to accomplish their objectives. The following five areas constitute “enterprises” within the fund:

College Bookstore

The Bookstore continues to contribute a high level of service to the College community. The Bookstore is now operating under a third party, Follett. The bookstore projects a \$7,000 sales commission contribution to the General Fund.

Food Service

The College has contracted with Fremont Catering of Alpena, Michigan, for the operation of the cafeteria. A management fee of \$10,000 per year is budgeted out of the vending proceeds and General Funds.

Auto Service

The College operates various special services keyed to individual instructional areas to improve the economic viability and quality of life throughout Northeast Michigan. There are \$30,000 in services to be delivered in FY27.

Transportation

Transportation covers all College functions related to the use of College-owned vehicles and is paid for through interdepartmental transfers. The revenue budget for 2026-2027 activities is estimated at \$7,000.

Housing

Upon completion of the new student housing facility, the College will have 24 units of affordable housing available, accommodating up to 96 students. The College will charge \$6,000 per student per academic year for existing units and \$6,900 for newly constructed units. Total rental income is projected at approximately \$557,700. Housing expenses include the ongoing operating costs associated with all 24 units. The budget also includes a transfer of \$156,730 to support principal and interest payments on both new and existing debt service.

Solar Array

Beginning in FY 2027, the College anticipates commencing operations of a six acre solar array. The system will generate electricity for sale to Alpena Power Company, which will compensate the College in accordance with the terms outlined in the Power Purchase Agreement. The array is expected to generate approximately \$65,000 in net revenue, with projected expenses and transfers of \$45,520.

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget — Auxiliary Enterprises Fund

Bookstore

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Book Sales (Commission)	\$ 7,000	7,000
Total Revenues	<u>\$ 7,000</u>	<u>\$ 7,000</u>

<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Transfers	7,000	7,000
Total Expenses	<u>\$ 7,000</u>	<u>\$ 7,000</u>

Food Service

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Sales & Service	\$ 3,000	\$ 3,000
Transfer	7,000	7,000
Total Revenues	<u>\$ 10,000</u>	<u>\$ 10,000</u>

<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Contract Service	\$ 10,000	\$ 10,000
Total Expenses	<u>\$ 10,000</u>	<u>\$ 10,000</u>

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget — Auxiliary Enterprises Fund (Continued)

<u>Auto Service</u>		
	<u>Budget</u> 2025-2026	<u>Proposed</u> <u>Budget</u> 2026-2027
<u>Proposed Revenue Budget</u>		
Sales and Service	\$ 30,000	\$ 30,000
Total Revenues	<u>\$ 30,000</u>	<u>\$ 30,000</u>
	<u>Budget</u> 2025-2026	<u>Proposed</u> <u>Budget</u> 2026-2027
<u>Proposed Expense Budget</u>		
Cost of Goods / Services Sold	\$ 30,000	\$ 30,000
Total Expenses	<u>\$ 30,000</u>	<u>\$ 30,000</u>

<u>Transportation</u>		
	<u>Budget</u> 2025-2026	<u>Proposed</u> <u>Budget</u> 2026-2027
<u>Proposed Revenue Budget</u>		
Total Revenues	<u>\$ 7,000</u>	<u>\$ 7,000</u>
	<u>Budget</u> 2025-2026	<u>Proposed</u> <u>Budget</u> 2026-2027
<u>Proposed Expense Budget</u>		
Maintenance	\$ 7,000	\$ 7,000
Total Expenses	<u>\$ 7,000</u>	<u>\$ 7,000</u>

ALPENA COMMUNITY COLLEGE

2026-2027 Proposed Budget — Auxiliary Enterprises Fund (Continued)

	<u>Solar</u>	
	Budget 2025-2026	Proposed Budget 2026-2027
<u>Proposed Revenue Budget</u>		
Energy Sales	\$ -	\$ 70,000
Early Termination Deposit	0	(7,500)
Total Revenues	\$ -	\$ 62,500
<u>Proposed Expense Budget</u>	Budget 2025-2026	Proposed Budget 2026-2027
Services	0	\$ 7,800
Utilities	0	\$ 720
Maintenance and Other	0	\$ 12,000
Transfer to General Fund	0	\$ 25,000
Total Expenses	\$ -	\$ 45,520

ALPENA COMMUNITY COLLEGE

2026-2027 Proposed Budget — Auxiliary Enterprises Fund (Continued)

	<u>Housing</u>	
	Budget 2025-2026	Proposed Budget 2026-2027
<u>Proposed Revenue Budget</u>		
Apartment Rental	\$ 311,700	\$ 494,880
Apartment Application Fee	8,000	8,820
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Total Revenues	\$ 319,700	\$ 503,700
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	Budget 2025-2026	Proposed Budget 2026-2027
<u>Proposed Expense Budget</u>		
Wages	\$ 88,977	\$ 100,477
Fringe Benefits	25,357	\$ 27,788
Services	5,200	\$ 7,800
Utilities	31,500	\$ 50,000
Maintenance and Other	29,300	\$ 32,300
Transfer to Plant Fund	214,089	\$ 214,089
Depreciation and Interest	156,730	\$ 190,740
	<hr/>	<hr/>
Total Expenses	\$ 551,153	\$ 623,193
	<hr/> <hr/>	<hr/> <hr/>
	Budget 2025-2026	Proposed Budget 2026-2027
<u>TOTAL AUXILIARY ENTERPRISES FUND</u>		
Revenue	\$ 373,700	\$ 620,200
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Expense	\$ 605,153	\$ 722,713
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Restricted Fund, 2026-2027

Various external grants from both private (for example, foundations) and public (for example, state and federal) sources support several activities of the College that are critical to providing quality educational experiences for our students. Funding has been in place for many years for Educational Talent Search (ETS), the only remaining TRIO grant at the College. It should be noted that funding for various student aid programs (for example, Pell, SEOG, and others) is also classified in the Restricted Fund.

The College also continues to receive annual funding through the federal Perkins grant, as well as the Michigan College and Career Access Network CET grant. The Strengthening Institution Program Grant (SIP) concluded in September 2025. The College continues to manage a \$2.0 million ADN BSN Grant that runs through September 2026. Lastly, the College was awarded a \$4.6 million Renewable Energy EIED Infrastructure Grant through the Michigan Public Service Commission to construct a six-acre solar array on College property. Construction was completed in August 2026, and the array is expected to be operational beginning in FY 2027.

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget — Restricted Fund

TRIO Grant (Talent Search)

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Grant Funds	\$ 277,305	\$ 238,579
Indirect Cost Recovery	(18,857)	(19,086)
Total Revenues	<u>\$ 258,448</u>	<u>\$ 219,493</u>
<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Wages / Salaries	\$ 142,985	\$ 148,643
Fringe Benefits	83,642	31,145
Supplies and Other	31,822	39,705
Total Expenses	<u>\$ 258,449</u>	<u>\$ 219,493</u>

RE-EIED Grant

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Grant	\$ 3,420,000	\$ 707,980
Total Revenue	<u>\$ 3,420,000</u>	<u>\$ 707,980</u>
<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Personnel	\$ 342,000	\$ 161,619
Contracted Services	3,078,000	546,361
Total Expenses	<u>\$ 3,420,000</u>	<u>\$ 707,980</u>

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget — Restricted Fund (Continued)

ADN-BSN Grant

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2025-2026</u>
Federal Grant	\$ 409,554	\$ 457,355
Total Revenue	\$ 409,554	\$ 457,355
<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2025-2026</u>
Salary	\$ 129,028	\$ 144,364
Fringe Benefits	64,117	141,333
Contracted Services	87,249	40,041
Equipment	125,000	125,000
Other	4,160	6,616
Total Expenses	\$ 409,554	\$ 457,355

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget — Restricted Fund (Continued)

Perkins Vocational/Applied Technical Education

	Budget 2025-2026	Proposed Budget 2026-2027
Special Populations Grant Funds	\$ 49,400	\$ 51,345
Instructional Equipment Grant Funds	39,170	33,871
College Local Leadership Grant Funds	9,200	9,200
Total Revenues	\$ 97,770	\$ 94,416
<u>Proposed Expense Budget</u>		
	Budget 2025-2026	Proposed Budget 2026-2027
Special Populations Wages	\$ 31,666	\$ 29,930
Special Populations Fringe Benefits	17,734	21,415
Special Populations Travel	0	0
Subtotal	49,400	51,345
Instructional Equipment	\$ 39,170	\$ 33,871
College Local Leadership	\$ 9,200	\$ 9,200
Total Expenses	\$ 97,770	\$ 94,416

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget — Restricted Fund (Continued)

CET Grant

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
State Support	\$ 45,000	\$ 45,000
<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Wages / Salaries	\$ 29,387	\$ 35,233
Fringe Benefits	15,192	8,334
Other	421	1,433
 Total Expenses	 \$ 45,000	 \$ 45,000

College Work Study

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Grants	\$ 30,000	\$ 30,000
<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Student Wages	\$ 30,000	\$ 30,000

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget — Restricted Fund (Continued)

Pell Grant

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Federal Grant	\$ 1,425,000	\$ 1,950,000
<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Awards	\$ 1,425,000	\$ 1,950,000

Supplemental Education Opportunity Grant

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Federal Grant	\$ 58,000	\$ 58,000
<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Awards	\$ 58,000	\$ 58,000

<u>TOTAL RESTRICTED FUND</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Revenue	\$ 5,743,773	\$ 3,562,243
Expense	\$ 5,743,773	\$ 3,562,243

Capital Equipment/Building Maintenance Fund, 2026-2027

The Capital Equipment and Building Maintenance Fund provides the financial resources necessary to carry out critical projects identified through the College's planning process, supporting the preservation and enhancement of its capital assets. Over the past five years, significant progress has been made in this area, with more than 100 individual projects completed.

A substantial portion of institutional equipment purchases will be funded through this account rather than the College's General Operating Fund, with acquisitions benefiting the institution as a whole. In addition, the Board-authorized facility fee is allocated to this fund to support the College's long-term capital needs.

Planned equipment purchases for FY27 include upgrades to computer and VCS systems, as well as snow removal and grounds maintenance equipment. Major FY27 projects include replacing the pavers in front of the World Center for Concrete Technology and repairing or replacing the air conditioning units in the BTC Commons and Newport Center buildings.

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget

2026-2027 Capital Equipment/Building Maintenance Fund

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Facilities Fee	\$ 171,679	\$ 179,217
Transfer from General Fund	177,706	197,715
Transfer	0	0
Mandatory Transfer	0	0
Total Revenues	<u>\$ 349,385</u>	<u>\$ 376,932</u>
<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Equipment	\$ 45,000	\$ 175,000
Contract Services - Renovations	150,000	89,932
Buildings	116,000	112,000
Debt Service Transfer	0	0
Total Expenses	<u>\$ 311,000</u>	<u>\$ 376,932</u>

Plant Fund, 2026-2027

The Plant Fund is the depository for various state/local grants that are directed toward the construction of capital projects. The new student housing unit has an estimated total project cost of \$4,700,000 and has received federal support in the form of a \$1,750,000 congressionally directed spending item managed through the USDA Rural Development - Community Facilities program. The project will expand the capacity of student housing at ACC by more than 50%, with construction scheduled to conclude in the summer of 2026.

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget

2026-2027 Plant Fund

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
State Funding	\$ 837,286	\$ 837,286
Transfer from Housing Fund	214,089	214,089
Installment Purchase Agreement	1,150,000	1,150,000
Federal Funding	1,750,000	1,750,000
Donations	748,625	748,625
	<hr/>	<hr/>
Total Revenues	<u>\$ 4,700,000</u>	<u>\$ 4,700,000</u>
<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Professional Fees	\$ 400,000	\$ 400,000
Site Improvements	250,000	250,000
Construction in Progress	4,050,000	4,050,000
Equipment	0	0
	<hr/>	<hr/>
Total Expenses	<u>\$ 4,700,000</u>	<u>\$ 4,700,000</u>

Debt Service Fund, 2026-2027

The College entered into an Installment Purchase Agreement in May 2017 to acquire the College Park Apartments for \$680,000, to be paid over 20 years. The agreement requires annual principal payments of \$34,000 and semi-annual interest payments at a rate of 3.12%.

In addition, a new \$1,000,000 installment purchase agreement was initiated in FY26 to support the development of new student housing. This 10-year agreement includes annual principal payments of \$100,000 and semi-annual interest payments at a rate of 4.89%.

ALPENA COMMUNITY COLLEGE

2026-2027 Proposed Budget

2026-2027 Debt Service Fund

<u>Proposed Revenue Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Transfer Facility Fee	\$ -	\$ -
Transfer Housing Fund	156,730	190,740
Total Revenues	<u>\$ 156,730</u>	<u>\$ 190,740</u>
<u>Proposed Expense Budget</u>	<u>Budget 2025-2026</u>	<u>Proposed Budget 2026-2027</u>
Principal	\$ 94,000	\$ 134,000
Interest	62,730	56,740
Total Expenses	<u>\$ 156,730</u>	<u>\$ 190,740</u>

ALPENA COMMUNITY COLLEGE
2026-2027 Proposed Budget

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees accepts the budget as presented for Fiscal Year 2027.

2.991 Labor Contract with the Alpena Community College Educational Support Professionals Custodial/Maintenance MEA/NEA

The current four-year contract between Alpena Community College and the Alpena Community College Educational Support Professionals Custodial/Maintenance MEA/NEA expires on June 30, 2026.

Negotiations for a successor contract recently concluded with a tentative agreement, and members of the union ratified the agreement May 28, 2026. The new contract would run for four years, July 1, 2026, to June 30, 2030.

Following is a summary of provisions on which tentative agreement was reached.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees approves the 2026-30 labor contract with the Alpena Community College Educational Support Professionals Custodial/Maintenance MEA/NEA on which tentative agreement has been reached and ratification by the union has been accomplished.

2026-2030 Custodial/Maintenance Collective Bargaining Agreement Updates

Cover: Update contract term to “2026-2030”

Table of Contents: Needs to be updated (page numbers will change when edits are completed)

Article 1: AGREEMENT – date change

Article 9: COLLEGE CLOSURE/DISMISSAL

Section 9.1 to become 9.1.a. and change “Cancelation” to “Closure”

Add new Section 9.1.b. College Activity After Closure

New language: “If a class, event, or other College function is authorized to continue after the College has officially closed, Employees assigned to such activity may be excused from duty without loss of pay under the following conditions:

1. A responsible Employee is designated to secure the facilities at the conclusion of the activity; or voluntary coverage is provided from within the bargaining unit to fulfill this function; and
2. It is approved by the Director of Facilities or designee.

Section 9.2 to become “Class Cancelation”

New language: “Employees will report to work as scheduled.”

Section 9.3 Report for Work

New language: “Employees requested to report for work when a College or other facility is closed under this provision shall be compensated at one and one-half (1-1/2) times their regular hourly rate of pay.”

Section 9.4 No Work Notification

Remove the last sentence which stated: “Radio announcement is the standard procedure.”

Delete Section 9.5 Snow Day from the agreement

Article 13: GENERAL WORKING CONDITIONS

Edit section 13.5 Uniforms

New language: The Employer will provide seven (7) uniform shirts for each employee upon request after completion of the probationary period. The Employer will provide, or reimburse employees for the cost, not to exceed forty dollars (\$40.00) per pair, seven (7) uniform pants for each employee upon request after the completion of the probationary period. The shirts/pants will be replaced on an as needed basis by returning the work item for replacement to the Director of Facilities Management.

The Employer will provide an allowance of up to four hundred dollars (\$400.00) for the duration of this contract for the purchase of work shoes or work boots that meet the OSHA 1910.136 standard guidelines. Employees must turn in their receipt to the Director of Facilities Management for reimbursement.

Maintenance staff members are required to wear full-length, work-appropriate pants while on duty. Custodial staff members are required to wear short or full-length, work-appropriate pants while on duty. Acceptable pant colors include:

- Khaki
- Gray/Grey
- Black/Black Denim
- Blue/Blue Denim

Pants must be clean, professional in appearance, and free from major stains, excessive fading, rips, tears, or fraying. Work pants should allow employees to safely and comfortably perform job duties while maintaining a professional appearance consistent with the standards of Alpena Community College.”

Article 17: SICK LEAVE

Update section 17.12 to include “... or legally recognized domestic partner (per Michigan’s Earned Sick Time Act).”

Article 21: HOLIDAYS

Holidays are adjusted for each year of the bargaining agreement in lieu of Good Friday and/or Easter Monday

Article 24: INSURANCE BENEFITS

Update section 24.3 Hospital-Medical to state “... and contributions will be processed bi-weekly through payroll deduction in the first two pay periods of each month.”

Article 25: WAGES

Section 25.1 Wages - updated language regarding CPI formula

Year 1: \$1.00 per hour increase plus steps (wage scale included in Appendix A)

Years 2 -4: 2% -3% plus steps, based on CPI and revenue

Section 25.5 Longevity

Beyond ten years of service: \$1,050

Beyond fifteen years of service: \$1,550

Beyond twenty years of service: \$2,050

Beyond twenty-five years of service: \$2,550

Section 25.7 Shift Premium – remove date “2018-2022”

Article 26: DURATION OF AGREEMENT

Update effective date to July 1, 2026, and termination date to June 30, 2030

Update the list of negotiators

Appendix A: Update Wage Scale and inset CPI formula example

Appendix B: Updated Seniority List as of July 1, 2026

Appendix C: Updated Seniority/Classification List as of July 1, 2026

Appendix E: Added check boxes at the end of evaluation form, per language in section 22.3

2.992 Bids: Webex Video Conferencing Equipment Purchase

College officials have identified the need to begin replacing video conferencing system equipment first purchased around 2020 and 2021. This equipment is designed to perform adequately for approximately five years and the first units purchased by the College are reaching their expected lifespan. Funding for the purchase can come from the ADN-BSN state grant, which is set to close at the end of September.

ACC plans to upgrade four classrooms, two on the Alpena Campus and two on the Oscoda Campus: VLH 119, VLH 122, OSC 202, and OSC 302.

VLH 119 and VLH 122 will each receive the following items:

- Cisco Webex Room Kit EQ video conferencing kit, 1 qty.
- Cisco Room Kit EQ wall mount, 1 qty.
- Cisco Room Vision PTZ camera, 1 qty.
- Cisco camera mounting bracket, 1 qty.
- Cisco Ceiling Microphone Pro, 2 qty.
- Cisco mounting kit for ceiling microphone, 2 qty.
- ViewSonic Interactive Flat Panel, 1 qty.
- Elmo OX-1 document camera, 1 qty.

OSC 202 and OSC 302 will each receive the following items:

- Cisco Webex Room Kit EQ video conferencing kit, 1 qty.
- Cisco Room Kit EQ wall mount, 1 qty.
- Cisco Room Vision PTZ camera, 1 qty.
- Cisco camera mounting bracket, 1 qty.
- Cisco Ceiling Microphone Pro, 1 qty.
- Cisco mounting kit for ceiling microphone, 1 qty.
- Elmo OX-1 document camera, 1 qty.

The equipment list was used to generate three bids using CDW-G's cooperative purchasing program. These cooperative purchasing programs allow public agencies, educational institutions, and non-profits to purchase information technology hardware, software, and services, along with furniture, through pre-negotiated master contracts. The master contracts provided from these programs are all competitively bid.

CDW-G Quote #	Main Vendor	Bid
1CKHLXF	Michigan Cisco NASPO ValuePoint/MiDEAL	\$136,429.78
1CKHLZ4	Michigan AEPA-026D Hi-Ed	\$189,923.78
1CKHM02	REMC Technology & Furniture 2026	\$198,452.26

In addition to the quoted prices per room above, ACC officials anticipate indirect costs of up to a maximum of \$4,500 per room in Alpena and up to a maximum of \$2,000 per room in Oscoda. Indirect costs include cables, mounts, TVs, etc. Specifics for those items are discovered

during installation. The items would be purchased using the pre-bid system where possible. Various brackets or cables may also be sourced from Amazon or locally.

As mentioned previously, funding for this equipment purchase will come from the ADN-BSN grant.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees authorizes College officials to purchase video conferencing system equipment from CDW-G for a total cost not to exceed \$136,429.78.

2.993 Bids: Bus Transportation for Soccer, Basketball, Baseball, and Softball Teams

Alpena Community College Athletics currently fields 10 varsity sports programs competing in the Michigan Community College Athletic Association (MCCAA). Charter bus transportation is required for away competitions, conference tournaments, and multi-day road trips including the planned baseball trip to Alabama and the softball trip to South Carolina. The proposed contract term is July 1, 2026 through June 30, 2027, with annual renewals.

The Athletics Department solicited competitive proposals for charter bus transportation services to support the 2026-27 athletic season. Bids were due June 9, 2026.

The request for proposals (RFP) asked for the following details to be addressed:

- Mileage charge
- Overnight charge (if any)
- Age of buses (including mileage of buses)
- Capacity of buses
- Amenities of buses (TV, stereo, etc.)
- All buses will leave from Alpena Community College

Two proposals were received in response to the request for proposals: one from Beyond Horizons Tour & Travel, LLC, of Mt. Pleasant, Michigan, and one from On the Move Coaches, Inc., of Flint, Michigan.

Factor	Beyond Horizons Tour & Travel	On the Move Coaches, Inc.
Mileage Rate	\$5.65/mile	\$7.00–\$7.50/mile
Daily Minimum (50-56 pass.)	\$1,585	N/A (mileage-based)
Multi-Day Surcharge	\$30/driver/day	\$1,400/day
Cancellation – Weather	No fee	Up to 100% within 72 hours
Cancellation – 24 hrs	\$350	Up to 100% of quoted amount
ACC-Branded Coach	Yes (with 2+ yr agreement)	No
Collegiate Athletic Experience	Delta, Alma, Mid-Michigan, NCMC + ACC	Not disclosed
ACC Relationship	Existing (ACC alum, multi-year)	New vendor
Customer Portal for ACC	Yes (in development)	No

Trip	Beyond Horizons	On The Move	Difference
Lakeland, OH (Soccer, 8/22)	\$5,147	\$6,832	+\$1,685
Olivet, MI (Soccer, 8/30)	\$3,028	\$4,620	+\$1,592
SC4 (Soccer, 9/12)	\$2,938	\$4,410	+\$1,472
Ancilla, IN (Soccer, 9/26)	\$4,706	\$7,068	+\$2,362
Jackson (Soccer, 10/7)	\$3,209	\$4,878	+\$1,669
Lake Michigan (Soccer, 10/10)	\$3,938	\$6,183	+\$2,245
Kellogg (Soccer, 10/17)	\$3,232	\$5,193	+\$1,961
Oakland CC (Basketball, 11/3)	\$2,622	\$3,976	+\$1,354
Henry Ford (Basketball, 11/7)	\$2,972	\$4,438	+\$1,466
Kellogg (Basketball, 11/10)	\$3,232	\$4,956	+\$1,724
Aquinas (Basketball, 12/9)	\$2,780	\$4,848	+\$2,068
SC4 (Basketball, 1/2)	\$2,938	\$4,410	+\$1,472
Grand Rapids (Basketball, 1/6)	\$2,769	\$4,634	+\$1,865
Alabama Road Trip (Baseball, 2/12–19)	\$14,420	\$23,898	+\$9,478
Myrtle Beach (Softball, 2/12–19)	\$12,887	\$23,366	+\$10,479
Sandusky Round Robin (BSB/SB, 3/19–21)	\$4,805	\$7,358	+\$2,553

The Athletics Department recommends contracting with Beyond Horizons Tour & Travel, LLC for the 2026-27 athletic year, with annual renewal options, on the following basis:

- Beyond Horizons submitted the lowest and most competitive pricing, with an estimated season-wide savings of \$35,000-\$40,000 compared to the competing proposal.
- Beyond Horizons holds the FMCSA’s highest safety rating and employs robust driver screening and vehicle maintenance practices exceeding those of the competing bidder.
- Beyond Horizons operates a late-model fleet currently being upgraded to new MCI and Freightliner coaches, providing a higher-quality travel experience for student-athletes.
- Beyond Horizons has an established relationship with ACC, a collegiate athletic client portfolio, and a founder who is an ACC alum — reflecting genuine investment in the institution’s success.
- Beyond Horizons’ contract terms, particularly the weather cancellation waiver, are materially more favorable to ACC than those offered by the competing bidder.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees authorizes College officials to contract with Beyond Horizons Tour and Travel, LLC., of Mt. Pleasant, Michigan, for bus transportation for ACC athletic teams for 2026-27; estimated cost of the contract is approximately \$110,000, which is subject to change with additional games and fuel surcharges.

2.994 Purchase of Infant Simulator for Nursing Program

Earlier this year the Nursing Department purchased four high-fidelity simulators to support student learning in Alpena Community College's Licensed Practical Nursing (PN) and Registered Nursing (ADN) programs. Since that time additional funding through the ADN-to-BSN grant funding has been made available. ACC now has an opportunity to further enhance Nursing Department simulation resources without impacting the College's general fund budget.

Our current Tory infant simulator has been an important educational and recruitment tool for many years. However, the simulator is scheduled to reach end-of-life service status in 2027. Once equipment reaches end-of-life status, manufacturer support, software updates, replacement parts, and repair services become limited or unavailable. Replacing this equipment proactively will ensure uninterrupted access to infant simulation experiences for our students and community outreach activities.

Purchasing the Super Tory simulator would provide several benefits to the College and Nursing Program:

- Supporting pediatric and infant nursing education for PN and ADN students.
- Enhancing clinical judgment, assessment skills, and patient care experiences through realistic simulation.
- Providing current technology that aligns with healthcare and nursing education standards.
- Supporting recruitment efforts through high school visits, career exploration events, campus tours, and community demonstrations.
- Allowing the program to replace aging technology before manufacturer support expires.
- Maximizing available ADN-to-BSN grant funding for student learning and technology enhancement.

Super Tory is a proprietary simulator manufactured exclusively by Gaumard. No other vendor is authorized to sell this product, and there are no equivalent products that provide the same functionality, educational capabilities, and software integration. The Nursing Department has obtained a formal quote and single-source letter from the manufacturer verifying that the simulator is only available directly through Gaumard. The quoted price for a Super Tory simulator is \$46,145. Funding for the purchase will come from the ADN-to-BSN grant.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees approves the purchase of a Super Tory S2220 medium skin tone advanced neonatal simulator from Gaumard for a cost not to exceed \$46,145.00.

2.995 Policy 4042: Credit for Prior Learning (CPL) Policy — First Reading

The proposed Credit for Prior Learning (CPL) policy is intended to modernize and strengthen Alpena Community College's ability to serve adult learners, veterans, incumbent workers, and other students who bring significant knowledge and skills from prior experiences. The new policy aligns ACC's practices with national best practices, including standards established by the Council for Adult and Experiential Learning (CAEL), while ensuring academic rigor and faculty oversight remain central to all credit-award decisions.

The new policy also provides increased transparency and consistency, strengthens collaboration among advising, academic, workforce development, and registrar functions, and better positions ACC to recognize college-level learning gained through employment, military service, industry credentials, and professional training. By reducing unnecessary barriers and validating learning that has already occurred, the policy supports student completion, workforce development, and the College's commitment to expanding educational opportunities for adult learners throughout Northeast Michigan.

College officials propose Policy 4042 to replace current ACC board policies 4017, College Level Examination Program (CLEP) Policy, and 4018, Non-Traditional Credit Evaluation Policy.

Following is the text of the proposed new policy.

4042 Credit for Prior Learning (CPL) Policy

Adopted by the Alpena Community College Board of Trustees on [DATE].

I. Policy Statement

Alpena Community College (ACC) recognizes that college-level learning can occur in a variety of settings beyond the traditional classroom. Through the Credit for Prior Learning (CPL) process, ACC awards academic credit for verifiable college-level learning gained through professional training, work experience, military service, industry certifications, and other experiential learning opportunities that align with ACC course outcomes and degree requirements.

CPL credit is awarded based on demonstrated learning, not simply experience, and must be comparable in scope, rigor, and outcomes to ACC coursework. The evaluation and award of CPL credit will heed Council for Adult and Experiential Learning (CAEL) Ten Standards for Assessing Learning and applicable Higher Learning Commission (HLC) and Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP) guidance.

II. Purpose and Goals

The CPL process is intended to:

- Increase access and accelerate credential completion by expanding opportunities for credit attainment through applied and experiential learning for adult learners, returning students, veterans, and skilled trades professionals.
- Strengthen connections between workforce development, continuing education, and academic programs.
- Ensure equitable, transparent, and consistent evaluation of college-level learning achieved outside the classroom.

III. Guiding Principles

ACC's CPL policy follows these principles:

- Credit is awarded for demonstrated learning.
- Credit must reflect college-level learning outcomes.
- Assessment evaluates both theoretical understanding and practical application.
- Evaluation is conducted by qualified subject matter experts.
- Credit awarded must be appropriate to the academic context.
- Duplicate credit will be avoided through transcript review.
- Policies, procedures, and appeal processes are published and transparent.
- Fees, if applicable, are based on the assessment method and services required to evaluate prior learning. All fees will be clearly communicated to students prior to assessment. Fees may be waived or reduced in special circumstances.
- Assessors receive appropriate training in evaluation practices.

- CPL processes are regularly reviewed and improved for quality and consistency.

IV. Eligible Learning for Assessment

Students may earn credit for prior learning through one or more of the following pathways:

- Standardized Examinations (AP, CLEP, DSST, etc.)
- Examination (Departmental)
- Military Training and Experience (via ACE guidelines)
- Industry Apprenticeships, Certifications and Licensures
- Articulated Workforce Training
- Portfolio-Based Assessment

V. Credit Limits and Applicability

- A minimum of 15 credits must be completed at the College for conferral of Associate's degree, or 50% of the minimum credit hours required for Certificate.
- CPL credit may satisfy program-specific and elective requirements, but not general education unless approved.
- CPL credit is not calculated in GPA but recorded on transcript with notation (e.g., Life/Work Experience, Articulated Credit, AP, etc.).

VI. Procedures for CPL Application and Evaluation

Step 1: Initial Consultation – Student meets with Faculty advisor or Registrar. Student obtains CPL Application Form from Registrar and compiles appropriate documentation.

Step 2: Submission of Application – Submit CPL Application Form and documentation to ACC Registrar.

Step 3: Assessment and Evaluation – Registrar or Faculty evaluator reviews and determines equivalency.

Step 4: Review and Approval – Vice President of Instruction reviews and Registrar records approved credit.

Step 5: Appeals Process – Appeals to Vice President of Instruction within 10 business days.

VII. Documentation and Record Keeping

All CPL applications, evaluations, and documentation are maintained by the Registrar's Office. When direct articulation is applicable, equivalent course code will be used (e.g. OSHA 10 to APP-106M) or when general credit is awarded; departmental course codes (e.g. APP-000, MFG-000, etc. will be used.

VIII. Fees

- **Affordability:** Fees will remain well below tuition rates to encourage participation by cost-sensitive adult learners and to preserve Credit for Prior Learning as a cost-saving pathway to credential completion.
- **Accessibility:** Waivers or reductions may be available in special circumstances, including, but not limited to, low-income students, veterans, military-connected students, displaced workers, and students for whom fees may create a barrier to completion.
- **Transparency:** Applicable fees will be published and clearly communicated to students before the assessment process begins. Fee information will also be available through the ACC Registrar's Office.
- **Consistency:** Fees will be applied uniformly by assessment method to ensure fairness, predictability, and equitable treatment of students.
- **Non-Refundable:** Assessment fees are non-refundable once the evaluation process has begun, regardless of whether credit is ultimately awarded.

IX. Periodic Review

The CPL Policy and Procedure will be reviewed every five years by the Vice President of Instruction, Dean of Workforce Development, and Registrar to ensure alignment with CAEL standards, HLC requirements, and state initiatives.

X. Alignment with ACC's Transfer and Articulation Framework

This CPL policy complements Alpena Community College's Transfer Credit and Articulation Agreement policies, as published on the Alpena Community College website. Credits awarded through CPL enhance transferability and support degree completion pathways for learners entering or re-entering higher education.

Please see Administrative Procedure 4542 pertaining to this policy.

Issued: [DATE]

This proposed new policy is offered as a first reading. If approved, the proposed policy will be offered as a second reading at a subsequent board meeting. If approved on second reading the new policy will be added to the ACC Policies & Procedures Manual.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees approves the new Credit for Prior Learning (CPL) Policy on first reading.

2.996 Deletion of Policy 4017, Policy 4018, Administrative Procedure 4517, and Administrative Procedure 4518 — First Reading

As detailed in Action Item 2.995, ACC officials are proposing a new policy, 4042, Credit for Prior Learning Policy, to replace current policies 4017, College Level Examination Program (CLEP) Policy and 4018, Non-Traditional Credit Evaluation Policy. Along with approving the new policy the ACC Board of Trustees must also approve the deletion of policies 4017 and 4018.

It should also be noted that both Policy 4017 and 4018 have associated administrative procedures (4517 and 4518, respectively); these procedures will be deleted from the Policies & Procedures Manual when their corresponding policies are deleted.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees approves the deletion of Policy 4017, College Level Examination Program (CLEP) Policy, and Policy 4018, Non-Traditional Credit Evaluation Policy, from the ACC Policies & Procedures Manual.

2.997 Certification of MCCA Board of Directors Representatives

Article VII, Sec. 1 and 2 of the Michigan Community College Association (MCCA) Bylaws states:

“There shall be a Board of Directors composed of the chief administrative officer of each member college and one member of the governing board. The governing board of each member college shall also designate an alternate who shall serve in the absence of its governing board member Director of the Association.

Prior to July 15 each year, each member college shall certify to the Secretary of the Association its members of the Board of Directors.”

Each July the MCCA asks each participating community college to complete a Certification Form for the designation of representatives; that certification includes an official board action appointing the representatives.

Therefore, the following resolution is proposed:

Dr. Don MacMaster is appointed to the 2026-27 MCCA Board of Directors as President Director representing Alpena Community College as of July 1, 2026.

_____ is appointed to the 2026-27 MCCA Board of Directors as Trustee Director representing Alpena Community College as of July 1, 2026.

_____ is appointed to the 2026-27 MCCA Board of Directors as Alternate Trustee Director representing Alpena Community College as of July 1, 2026.

4.187 Financial Report

General Fund Year-to-Year Actual Comparison through May 2026

- Property tax receipts total \$3,567,534, up \$192,521 from May 2025 due to taxable value adjustments.
- Tuition and fee revenue totals \$7,616,013, an increase of \$348,989 year-over-year, driven by higher Fall semester billable contact hours.
- State aid is consistent with last year and aligns with expected timing.
- Federal aid is lower due to timing. Last year included MPSC solar grant indirect cost recovery in April and May; this year's transfer from the Restricted Fund has not yet been finalized.
- Interest income is lower than last year due to reduced interest rates and lower cash balances related to construction reimbursement timing. The Federal Reserve has reduced the federal funds rate by 0.75 basis points compared to the same period last year.
- Instructional Support expenses decreased due to internal staffing shifts and the associated benefit plan costs.
- Student Services expenses increased due to contractual wage adjustments and higher athletic waivers.
- Institutional Administration expenses increased due to filling the previously vacant Foundation Executive Director position, higher legal costs, and increased insurance premiums.
- Physical Plant expenses have risen slightly, primarily due to higher snow removal costs and contractual wage adjustments. Additional costs include the required installation of elevator door restrictors under the updated State Elevator Code.
- Activity through the first eleven months shows a net income of \$1,659,644.

General Fund Comparative Income Statement Year-to-Date through May 2026

- All categories remain within acceptable ranges for this point in the fiscal year, except as noted above.

General Fund Month-to-Month Comparison through May 2026

- Salaries and fringe benefits are higher in May due to three payroll cycles in the month.
- All month-to-month comparisons are tracking as expected, except as noted above.

Alpena Community College
General Fund
Year-to-Year Actual Comparison
For the Eleven Months Ending May 31, 2026

Description	YTD Actual FY 2026	YTD Actual FY 2025	YTD Actual Variance
Revenue			
Property Tax	3,567,534	3,375,013	192,521
Tuition/Fees	7,616,013	7,267,024	348,989
Sales, Service, and Rent	61,178	35,825	25,353
State Aid	5,461,298	5,248,948	212,350
Federal	30,386	163,704	(133,318)
Interest	87,069	172,104	(85,035)
Other	68,140	96,144	(28,004)
Revenue	16,891,618	16,358,762	532,856
Expense			
Instruction	7,213,887	7,273,563	(59,676)
OIT	1,287,455	1,311,634	(24,179)
Instruction Support	1,371,791	1,463,743	(91,952)
Student Services	1,396,148	1,340,343	55,805
Institutional Administration	2,272,251	2,211,547	60,704
Physical Plant	1,690,442	1,630,052	60,390
Expense	15,231,974	15,230,882	1,092
Income	1,659,644	1,127,880	531,764
Net Assets - Beginning of Year	2,964,731	2,779,800	184,931
Net Assets - End of Year	4,624,375	3,907,680	716,695

Alpena Community College
Comparative Income Statement
General Fund
For the Eleven Months Ending May 31, 2026

Description	FY 2026 Budget	FY 2026 YTD Actual	FY 2026 Variance	FY 2026 Complete	FY 2025 Complete
Revenue					
Property Tax	3,541,050	3,567,534	26,484	100.75%	100.07%
Tuition/Fees	7,321,966	7,616,013	294,047	104.02%	109.39%
Sales, Services, and Rent	29,200	61,178	31,978	209.51%	122.69%
State Aid	6,928,181	5,461,298	(1,466,883)	78.83%	76.90%
Federal	29,000	30,386	1,386	104.78%	564.50%
Cost Recovery	78,485	0	(78,485)	0.00%	0.00%
Interest	40,000	87,069	47,069	217.67%	430.26%
Other	105,569	68,140	(37,429)	64.55%	34.73%
Revenue	18,073,451	16,891,618	(1,181,833)	93.46%	94.57%
Expense					
Salaries	9,703,036	8,783,511	919,525	90.52%	94.19%
Fringe Benefits	4,649,532	3,784,084	865,448	81.39%	85.69%
Outside Services	1,260,208	1,078,597	181,611	85.59%	91.97%
Advertising	239,083	176,576	62,507	73.86%	74.45%
Supplies	316,850	304,416	12,434	96.08%	99.17%
Utilities	529,938	428,434	101,504	80.85%	82.77%
Telephone	25,300	23,417	1,883	92.56%	71.47%
Postage	30,000	24,212	5,788	80.71%	83.60%
Insurance	163,913	182,918	(19,005)	111.59%	108.30%
Travel & Mileage	60,054	45,129	14,925	75.15%	84.50%
Tuition Waivers and Dues	285,000	281,554	3,446	98.79%	89.04%
Library Books & Equipment	77,700	69,181	8,519	89.04%	81.99%
Other	77,000	49,945	27,055	64.86%	72.64%
Transfers	655,837	0	655,837	0.00%	0.00%
Expense	18,073,451	15,231,974	2,841,477	84.28%	88.05%

Description	FY 2026 Budget	FY 2026 YTD Actual
Income	0	1,659,644
Net Assets - Beginning of Year	2,964,731	2,964,731
Net Assets - End of Year	2,964,731	4,624,375

Alpena Community College
Month-to-Month Tracking
General Fund
For the Eleven Months Ending May 31, 2026

Description	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	Budget
Revenue														
Property Tax	98,410	569,651	39,406	5,375	2,596	296,790	494,582	1,342,730	685,368	0	32,626	0	3,567,534	3,541,050
Tuition/Fees	3,831,268	232,881	(102,707)	1,781,413	1,064,082	470,549	177,393	(139)	59,344	79,439	22,490	0	7,616,013	7,321,966
Sales, Services, and Rent	8,193	600	935	9,365	1,348	890	9,740	755	1,088	26,890	1,374	0	61,178	29,200
State Aid	0	9,191	5,150	666,306	856,133	600,631	607,995	684,582	622,859	607,995	800,456	0	5,461,298	6,928,181
Federal	0	769	4,755	7,176	1,945	2,969	1,572	4,163	2,369	1,989	2,679	0	30,386	29,000
Cost Recovery	0	0	0	0	0	0	0	0	0	0	0	0	0	78,485
Interest	0	16,199	13,725	9,126	7,915	3,302	0	9,962	5,838	8,121	12,881	0	87,069	40,000
Other	75	80	21,643	3,446	895	18,369	375	1,820	18,365	232	2,840	0	68,140	105,569
Revenue	3,937,946	829,371	(17,093)	2,482,207	1,934,914	1,393,500	1,291,657	2,043,873	1,395,231	724,666	875,346	0	16,891,618	18,073,451
Expense														
Salaries	669,601	647,250	673,621	1,291,273	675,528	731,985	634,335	1,061,602	704,681	677,956	1,015,679	0	8,783,511	9,703,039
Fringe Benefits	318,999	302,494	313,037	476,838	309,740	315,485	300,763	422,208	316,674	312,408	395,438	0	3,784,084	4,649,532
Outside Services	95,012	69,861	54,658	68,802	495,738	26,485	92,345	56,255	42,203	47,200	30,038	0	1,078,597	1,260,208
Advertising	2,540	22,346	30,732	18,793	9,172	13,041	18,694	14,455	11,658	12,893	22,252	0	176,576	239,083
Supplies	3,917	12,839	74,918	20,374	14,051	9,156	18,801	105,320	9,532	13,386	22,122	0	304,416	316,850
Utilities	392	5,243	17,643	33,268	38,040	53,252	52,779	68,546	60,289	54,222	44,760	0	428,434	529,938
Telephone	1,373	1,159	910	2,328	1,545	1,928	2,324	2,435	1,418	4,838	3,159	0	23,417	25,300
Postage	0	0	6,265	0	2,500	5,879	3,043	300	3,662	60	2,503	0	24,212	30,000
Insurance	78,330	0	42,509	3,907	0	42,130	10,030	0	5,929	90	(7)	0	182,918	163,913
Travel & Mileage	4,423	7,187	2,795	4,876	4,105	5,384	1,027	2,248	3,006	4,030	6,048	0	45,129	60,054
Tuition Waivers and Dues	34,393	102,006	12,244	12,523	(518)	5,703	99,657	14,502	186	0	858	0	281,554	285,000
Library Books & Equipment	28,991	1,804	18,643	3,650	1,437	1,350	1,215	693	1,431	2,266	7,701	0	69,181	77,700
Other	664	9,320	8,435	1,878	2,997	3,814	11,419	4,657	2,326	845	3,590	0	49,945	77,000
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	655,837
Expense	1,238,635	1,181,509	1,256,410	1,938,510	1,554,335	1,215,592	1,246,432	1,753,221	1,162,995	1,130,194	1,554,141	0	15,231,974	18,073,454
Income	2,699,311	(352,138)	(1,273,503)	543,697	380,579	177,908	45,225	290,652	232,236	(405,528)	(678,795)	0	1,659,644	(3)

4.188 Personnel Report

New hires, terminations, and status changes from May 7 to June 1, 2026.

New Hires:

- None.

Re-Hires:

- None.

Transfers:

- Corey Sarnia #0135132, Transfer from ESP Institutional Research Engineer to Director of Institutional Research, effective 07/01/2026.

Resignations:

- None.

Terminations:

- Christopher Mundie, FT Faculty – Speech Instructor, effective 07/31/2026.
- Lauren Mantlo, Director of Learning Resources Center, effective 07/01/2026.

Inactive:

- None.

Retirements:

- Roy Smith, FT Faculty – Utility Technology Technician, effective 06/01/2026.
- Lisa Snyder, Executive Director Office of Information Technology, 07/01/2026.

Name Changes:

- None.

Position Name Changes:

- None.

4.189 Gifts and Grants Report

This report reflects the following activity for pledges and gifts received by the ACC Foundation for the month of May 2026.

Total Donors: 90

Number of Gifts: 170

New Gifts: \$32,665.99